

Public Participation at Board Meetings

All Board meetings, with the exception of executive sessions, shall be open to the public. Because the Board desires to hear the viewpoints of citizens throughout the district, it shall offer suitable time at all meetings for citizens to be heard.

It is the intent of the Board to ensure communications with individuals with disabilities are as effective as communications with others. Individuals with hearing, vision or speech impairments will be given an equal opportunity to participate in Board meetings. Primary consideration will be given to requests of qualified individuals with disabilities in selecting appropriate auxiliary aids¹ and services.

Auxiliary aids and services for persons with disabilities will be available at no charge to the individual.

All auxiliary aids and/or service requests must be made with appropriate advance notice. Should the Board demonstrate such requests would result in a fundamental alteration in the service, program or activity or in undue financial and administrative burdens, alternative, equally effective means of communication will be used.

Audience

Members of the public will not be recognized by the chairman as the Board conducts its official business except when the Board schedules in advance an interim public discussion period on a particular agenda item or the Board chair asks for information pertaining to an agenda item.

Request for an Item on the Agenda

A member of the public may request the superintendent to place an item of concern on the agenda of a regular Board meeting. This request should be made in writing and presented to the superintendent for consideration at least 14 working days prior to the scheduled meeting.

Procedures for Public Participation in Meetings

A visitor speaking during the meeting may introduce a topic not on the published agenda. The Board, at its discretion, may require that a proposal, inquiry or request be submitted in writing, and reserves the right to refer the matter to the administration for action or for study.

¹Auxiliary aids include, but are not limited to, such services and devices as qualified interpreters, assistive listening systems, note takers, readers, taped texts, Brailled materials and large print.

Any person who is invited by the chairman to speak to the Board at a meeting should state his/her name and residence and, if speaking for an organization, the name and identity of the organization. A group of people with a common purpose should designate a spokesperson to speak for the group.

Statements by members of the public should be brief and concise. The chairman may exercise discretion to establish a time limit on discussion or oral presentation by a visitor on any topic.

Questions asked by the public will, when possible, be answered immediately by the chairman or referred to other Board members or staff members present for reply. Questions requiring investigation may, at the discretion of the chairman, be referred to the superintendent for response at a later time.

The Board chairman should be alert to see that all visitors have been acknowledged and thanked for their presence and especially for any contributed comments on agenda issues. Similar courtesy should be extended to members of staff who have been in attendance. Their return for future meetings should be welcomed.

Petitions

Petitions may be accepted at any meeting of the Board. No action will be taken in response to a petition before the next regular meeting. Petitions will be referred to the superintendent for consideration and recommendation of appropriate action.

Criticisms of Staff Members

Speakers may offer objective criticism of district operations and programs, but the Board will not hear personal complaints concerning school personnel nor against any person connected with the school system. The chairman will direct the visitor to the appropriate means for Board consideration and disposition of legitimate complaints involving individuals.

END OF POLICY

Legal Reference(s):

[ORS 165.535](#)
[ORS 165.540](#)

[ORS 192.610 - 192.690](#)
[ORS 332.057](#)

Americans with Disabilities Act of 1990, 42 U.S.C. Sections 12101-12213; 29 CFR Part 1630 (2000) 28 CFR Part 35 (2000).

Cross Reference(s):

KLD - Public Complaints about District Personnel